JOB DESCRIPTION

Ref no: LM0222FR

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| 1. EMPLOYER |
| The employer will be the daughter of the man that requires support |

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| **2. JOB IDENTITY** | |
| **Post title:** Support Worker | **Location:** Outskirts of Maud |
| **Hours of Work:**  **22 hours per week**  9am-1pm Monday to Thursday  12pm-6pm on Saturdays  (Flexibility required within working hours) | **Term:**  This post will be subject to PVG Disclosure Scotland    **Permanent:**  Subject to three month probation period  Car driver would be an advantage but not essential. |

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| **3. PAY** |
| The hourly rate is to be **£10.91 per hour** |

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| **4. JOB PURPOSE AND WAY OF WORKING** |
| Support Worker required to provide companionship and personal support to a gentleman with dementia, within his own home. The SW must be reliable, trustworthy and punctual, routine is paramount. Applicants should have the ability to be assertive, when necessary, be able to motivate and have a patient nature and must be able to work using their own initiative. Good communication is essential. It is more important to have a confident, positive and enthusiastic personality and a good sense of humour, than previous experience as a Support Worker. An enjoyment of social activities would be desirable. The Role may, in time be, to provide support to the gentleman in the community. |

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| **5. MAIN DUTIES** |
| Support Worker required to support and assist with the following duties:   1. To provide companionship & conversation to the gentleman within his own home. 2. Support with Catheter Care 3. Preparation of meals 4. Providing personal care, including washing, showers, shaving & bed baths 5. Providing drinks as required 6. Follow advice from employer and other professional at all times. 7. Work in accordance with the current care plan. 8. Employees must ensure high personal hygiene 9. Providing cover for other Assistants in the event of absence due to sickness or holidays. 10. Respecting the gentleman’s privacy and their family – ensuring confidentiality at all times. 11. Maintaining a happy working environment; 12. Maintaining the gentleman’s safety at all times. 13. Any other duties consistent to the duty and authorised by the employer. |
| **ANY QUESTIONS CONCERNING DUTIES MAY BE ASKED AT THE INTERVIEW STAGE. TRAINING WILL BE GIVE TO ALL SUCCESSFUL APPLICANTS.** |

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| **6. TRAINING** |
| Full training will be provided and paid for by the employer  First Aid Adult Support and Protection Food Hygiene, Medication Administration |

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| **7. SUPERVISION** |
| Support Worker will be directed by and accountable to the employer. It is important that the applicants keep an open, honest relationship with the gentleman and their family also to respect the privacy of the family at all times. |

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| **8. WAY OF WORKING** |

Support Worker will be working on a one-to-one basis with gentleman encouraging and supporting the gentleman within his home. Providing company and conversation and in time, to access his community.

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| **9. PERSONAL QUALITIES** |
| The successful applicant should have a lively personality, and have an enthusiastic approach to life. However it is important that applicants are responsible adults, a person with life experiences and an understanding of working with individuals with Dementia. The SW must be reliable, trustworthy and be positive & encouraging in their outlook to the work. The safety of the gentleman must be the highest priority at all times. |

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| **10. REFERENCES & PROTECTING VULNERBLE GROUPS SCHEME** |
| A reference from 2 employers, one of which should be current or recent is required. Employees may be required to register with the PVG (Protecting Vulnerable Groups) Scheme. Further information can be found at [www.disclosurescotland.org.uk](http://www.disclosurescotland.org.uk) |

**Cornerstone’s Direct Payments Support Service** exists to support people to employ their own Personal Assistants and/or purchase services using direct payments. As an organisation we are not the employer, but merely assist people to recruit staff when required. If you are employed, your contract will be with the person in receipt of the direct payment and not with ****Cornerstone.****

**Person Specification**

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| **Attributes** | **Essential**  **(The minimum acceptable levels for safe and effective job performance)** | **Desirable**  **(The attributes of the ideal candidate)** |
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| **Experience** | Experience of working with people within their own home. | Experience of working with people with Dementia. |
| **Education and Qualifications** | Good standard of education  Willingness to undertake relevant study and training | SVQ Level II |
| **Skills/Abilities specific to the post** | Ability to:   * Communicate clearly and sensitively * Form positive relationships with individuals * Use own initiative/self motivation * Be flexible and adaptable * Work independently or as part of a team * Use a positive and supportive approach | Ability to:   * Form and maintain good working relationships with colleagues and staff from other agencies |
| **Inter-personal and social skills** | Good communication skills  A sense of humor |  |
| **Additional requirements for this post** | Valid driving license and access to a vehicle. |  |